



Ronald Reagan Charter School Alliance

Regular Board Meeting Agenda

23151 Palomar Street
Wildomar, CA 92595
Phone: (951) 678-5217

<u>Board Members</u>
Roland Skumawitz, President
Ingrid Flores
Elizabeth Halikis
Daniel Leavitt, Secretary/Treasurer
Matthew Roberson

October 10, 2016 @6:00 p.m.

1.0 CALL TO ORDER

The meeting was called to order by the Board Chair at _____.

2.0 OPEN GENERAL SESSION

Establishment of a Quorum

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

Other guests present:

Ericka Klein, Hansberger and Klein, LLC
John Arndt, Savantco

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Motion: _____ Second: _____ Vote: _____

5.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:

Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

6.0 INFORMATION SESSION:

6.1 Teacher’s Report

Report on classroom activities and events.

Presented by: Lindsay Dalesio and Allison Montejano, Sycamore Academy Teachers

6.2 Health Clerk Presentation

Plans to acquire health technology and resources for the school.

Presented by: Casi Lewis

6.3 Financial Report (Attachment 6.3)

Presentation of the status of Sycamore Academy finances.

Presented by: John Arndt, SavantCo Education

6.4 Special Education Report

Report on Sycamore Academy’s Special Education Program including current data, services and needs.

Presented by: Lisa Fortin and Jennifer Smith, Education Specialists and Tess Brown, Student Support Services Coordinator

6.5 Operations Report

Presentation on enrollment and attendance data. Operations status report.

Presented by: Laura Girard, Operations Coordinator

6.6 Director's Report

Presentation regarding school administration, current legislation that may impact the school and capital outlay project.

Presented by: Barbara Hale, Executive Director/Principal

6.7 School Report

Update on Sycamore's education program, assessments, and professional development.

Presented by: Jeff Morabito, Assistant Principal

7.0 ACTION ITEMS:

7.1 Attendance Policy (Attachment 7.1)

The board will review and consider the updated Attendance Policy.

Staff recommendation: Staff recommends approval of the updated policy.

Presented by: Jeff Morabito, Assistant Principal and Jane Boermans, Attendance Clerk

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

8.0 CONSENT CALENDAR

Consent Calendar Items are considered routine and may be enacted by a single motion.

8.1 Approval of the Minutes: September 12, 2016 (Attachment 8.1)

8.2 Check Register for August 2016 (Attachment 8.2)

8.3 Check Register for September 2016 (Attachment 8.3)

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

9.0 BOARD COMMENTS:

10.0 ADJOURNMENT

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

The meeting was adjourned at _____.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Sycamore Academy of Science and Cultural Arts

Telephone, (951) 678-5217;

FOR MORE INFORMATION

For more information concerning this agenda, please contact Sycamore Academy of Science and Cultural Arts


Telephone (951) 678-5217.



Sycamore Academy of Science
and Cultural Arts

Financial Report as of September 30, 2016

fppt.com



Balance Sheet

- 2015 to 2016 Assets increased over 88%
 - Cash fiscal management
 - Increase in fixed assets
 - Increase in A/R from LLC
- 2015 to 2016 Liabilities increased over 258%
 - Due to Cash Management
 - Rental Costs to LLC to make US Payment


fppt.com



Profit & Loss

- Due to increase ADA, LCFF Revenue slightly higher
- 2nd Year of SELPA, receiving money sooner.
- Title I funds starting to come in.
- Teachers back at work
- Normal business practices for August & September (nothing out of ordinary)

fppt.com



Check Register

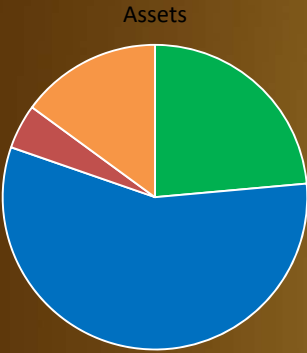
Noted Items

- August
 - US National Bank – Paying off Loan Payments
- September
 - CalSTRS – Paying August’s STRS EE & ER Contribution
 - US National Bank – Paying off Loan Payments
 - Sycamore Academy – Replenishing Petty Cash

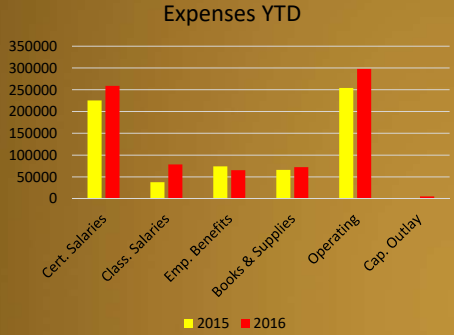
fppt.com



Charts & Graphs



Legend for Assets: Cash (Green), A/R (Blue), Curr. Assets (Red), Fixed Assets, Net (Orange)



Legend for Expenses YTD: 2015 (Yellow), 2016 (Red)

Sycamore Academy of Science and Cultural Arts
Profit and Loss Statement
Year-to-date Comparison
September 2016

	Prior Sept 2015	Actual Sept 2016
Assets		
9120 General Operating Account	365,242.61	540,748.55
9122 BofA Petty Cash	1,696.13	9,767.86
9123 Paypal Account	-	-
9200 Accounts Receivable	152,944.75	996,596.47
9290 Due from Grantor Governments	507,050.60	276,305.00
9299 Inter-Resource Receivable	11,549.25	51,284.67
9330 Prepaid Expenditures (Expenses)	17,666.26	44,897.56
9340 Other Current Assets	1,015.00	-
9341 Deposits	162,216.78	62,216.78
9420 Land Improvements	204,660.05	547,698.93
9425 Accumulated Depreciation - Land Improvements	(192,202.73)	(207,126.75)
9440 Equipment	10,378.04	10,378.04
9445 Accumulated Depreciation - Equipment	-	(2,075.64)
Total Assets	1,242,216.74	2,330,691.47
Liabilities & Fund Balance		
9500 Accounts Payable (Current Liabilities)	97,237.90	546,824.06
9501 Accrued Liabilities	10,837.22	10,837.22
9502 Accrued Payroll	6,834.42	2,239.27
9503 Accrued Payroll Taxes	935.38	-
9504 PERS Payable	2,399.65	2,154.52
9505 STRS Payable	22,590.07	31,525.59
9506 403(b) Payable	91.40	91.40
9507 Garnishment Payable	-	-
9508 Summer Holdback	14,480.63	16,328.75
9510 Credit Card Payable	10,124.27	(27,272.35)
9590 Due to Grantor Governments	-	-
9599 Inter-Resource Payable	11,549.25	51,284.67
9640 Current Loans	-	-
9669 Other General Long-Term Debt	-	-
Total Liabilities	177,080.19	634,013.13
9791 Beginning Fund Balance	1,065,136.55	1,696,678.34
Total Fund Balance	1,065,136.55	1,696,678.34
Total Liabilities and Fund Balance	1,242,216.74	2,330,691.47

Sycamore Academy of Science and Cultural Arts
Profit and Loss Statement
Year-to-date Comparison
September 2016

Object Description	Prior Sept 2015	Actual Sept 2016	Actual YTD Jul - Sep 2016	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
8011 LCFF State Aid - Current Year	165,705	211,885	447,313	2,649,860	16.88%	Higher due to ADA growth
8012 Education Protection Account State Aid - Current Year	184,541	149,703	149,703	679,247	22.04%	1st of 4 payments received
8096 Transfers to Charter Schools in Lieu of Property Taxes	60,557	85,551	128,326	765,749	16.76%	
8000-8099 Revenue Limit Sources	410,803	447,139	725,342	4,094,856	17.71%	
8181 Special Education Entitlements	-	-	-	66,144	0.00%	
8290 All Other Federal Revenue	-	7,590	7,590	62,500	12.14%	Title I Funds
8100-8299 Federal Revenue	-	7,590	7,590	128,644	5.90%	
8311 Other State Apportionments - Current Year	-	20,165	42,571	264,575	16.09%	2nd Year
8550 Mandated Cost Reimbursements	-	-	-	132,817	0.00%	
8560 State Lottery Revenue	26,506	-	-	85,722	0.00%	
8590 All Other State Revenue	-	-	-	-	#DIV/0!	
8300-8599 Other State Revenue	26,506	20,165	42,571	483,114	8.81%	
8640 Donations - Private	-	-	-	-	#DIV/0!	
8699 All Other Local Revenue	960	2,818	8,510	-	#DIV/0!	
8600-8799 Other Local Revenue	960	2,818	8,510	-	#DIV/0!	
Total Revenue	438,269	477,712	784,013	4,706,614	16.66%	
1100 Certificated Teachers' Salaries	99,304	117,966	214,162	1,380,242	15.52%	
1200 Certificated Pupil Support Salaries	4,788	6,309	9,171	47,139	19.46%	
1300 Certificated Supervisors' and Administrators' Salaries	13,636	18,136	35,455	237,908	14.90%	
1000 Certificated Salaries	117,728	142,411	258,788	1,665,289	15.54%	

	Prior Sept 2015	Actual Sept 2016	Actual YTD Jul - Sep 2016	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
2100 Classified Instructional Salaries	2,745	10,715	14,691	142,797	10.29%	
2200 Classified Support Salaries	933	21,980	29,295	49,054	59.72%	
2300 Classified Supervisors' and Administrators' Salaries	13,185	9,629	19,047	164,152	11.60%	
2400 Clerical, Technical, and Office Staff Salaries	4,093	7,118	13,007	56,511	23.02%	
2900 Other Classified Salaries	1,108	1,836	2,462	26,203	9.40%	
2000 Classified Salaries	22,064	51,278	78,502	438,717	17.89%	
3101 State Teachers' Retirement System, certificated positions	12,242	17,220	31,287	209,493	14.93%	
3102 State Teachers' Retirement System, classified positions	-	506	998	3,249	30.72%	
3202 Public Employees' Retirement System, classified positions	1,508	2,392	3,634	15,119	24.04%	
3301 OASDI/Medicare/Alternative, certificated positions	2,230	2,041	3,695	24,147	15.30%	
3302 OASDI/Medicare/Alternative, classified positions	1,631	3,636	5,470	27,200	20.11%	
3401 Health & Welfare Benefits, certificated positions	17,701	(773)	5,865	192,397	3.05%	
3402 Health & Welfare Benefits, classified positions	2,659	(433)	8,061	57,815	13.94%	
3501 State Unemployment Insurance, certificated positions	-	-	-	20,483	0.00%	
3502 State Unemployment Insurance, classified positions	-	-	35	12,679	0.28%	
3601 Workers' Compensation Insurance, certificated positions	2,257	-	3,093	24,979	12.38%	
3602 Workers' Compensation Insurance, classified positions	423	-	3,131	6,581	47.58%	
3902 Other Benefits, classified positions	-	-	-	-	#DIV/0!	
3000 Employee Benefits	40,651	24,589	65,269	594,142	10.99%	
4000 Books and Supplies	-	1,281	1,281	-	#DIV/0!	
4100 Approved Textbooks and Core Curricula Materials	-	-	-	244	0.00%	
4200 Books and Other Reference Materials	-	-	-	736	0.00%	
4300 Materials and Supplies	5,109	8,413	15,603	100,298	15.56%	
4301 Office Supplies	3,467	594	26,564	-	#DIV/0!	
4302 Classroom Supplies	-	2,216	2,796	-	#DIV/0!	
4303 Janitorial Supplies	496	-	-	-	#DIV/0!	
4304 Educational Software	-	-	-	-	#DIV/0!	
4305 Instructional Materials and Supplies	-	-	15,268	-	#DIV/0!	
4306 PE Supplies	-	-	707	-	#DIV/0!	
4307 Non-Instructional Materials and Supplies	-	-	5,595	-	#DIV/0!	
4310 Uniforms	-	1,296	1,296	-	#DIV/0!	
4320 Test Administration	1,121	-	-	-	#DIV/0!	

	Prior Sept 2015	Actual Sept 2016	Actual YTD Jul - Sep 2016	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
4400 Noncapitalized Equipment	9,850	-	-	159,126	0.00%	
4410 Classroom Furniture and Equipment	-	-	-	-	#DIV/0!	
4420 Computers and Computer Equipment	68	-	-	-	#DIV/0!	
4430 All Other Noncapitalized Furniture and Equipment	871	-	-	-	#DIV/0!	
4700 Food	2,974	111	3,051	8,768	34.80%	
4000 Books and Supplies	23,956	13,911	72,161	269,172	26.81%	
5000 Services and Other Operating Expenditure	-	-	-	-	#DIV/0!	
5100 Subagreements for Services	-	-	-	51,868	0.00%	
5110 District Oversight Fee	1,730	3,433	10,299	-	#DIV/0!	
5200 Travel and Conferences	4,070	-	-	-	#DIV/0!	
5210 Travel	-	748	1,942	23,621	8.22%	
5212 Travel - Lodging	419	-	704	-	#DIV/0!	
5213 Travel - Meals & Entertainment	27	-	-	-	#DIV/0!	
5220 Conferences, Conventions and Meetings	1,518	-	1,155	3,005	38.44%	
5300 Dues and Memberships	300	-	988	77,056	1.28%	
5301 Dues and Memberships - Professionals	-	435	435	-	#DIV/0!	
5302 Subscriptions	15	150	10,704	-	#DIV/0!	
5310 Licenses and Fees	8,894	-	4,730	-	#DIV/0!	
5400 Insurance	-	-	7,828	32,884	23.80%	
5450 Other Insurance	1,220	1,651	12,201	-	#DIV/0!	
5500 Operations and Housekeeping Services	-	581	1,667	13,319	12.52%	
5510 Janitorial & Gardening Services	-	-	-	-	#DIV/0!	
5520 Security	-	-	-	-	#DIV/0!	
5530 Technology Services	-	-	-	-	#DIV/0!	
5600 Rentals, Leases, Repairs, and Noncapitalized Improvements	1,390	125	2,898	-	#DIV/0!	
5605 Equipment Lease	-	-	-	-	#DIV/0!	
5610 Rent, Parking, & Other Occupancy	34,936	54,467	163,402	424,485	38.49%	
5620 Utilities	141	13,818	21,449	43,319	49.51%	
5630 Real Estate Taxes	-	-	123	1,783	6.90%	
5640 Repairs & Maintenance - Buildings	480	375	375	23,043	1.63%	
5641 Repairs & Maintenance - Equipment	-	-	43	-	#DIV/0!	
5800 Professional/Consulting Services and Operating Expenditures	1,200	5,792	6,152	73,860	8.33%	
5810 Accounting	-	-	3,500	8,809	39.73%	
5812 Accreditation/Third Party Review	800	-	-	800	0.00%	

	Prior Sept 2015	Actual Sept 2016	Actual YTD Jul - Sep 2016	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
5813 Business Services	10,000	10,276	28,076	120,000	23.40%	
5815 Bank Charges	100	795	2,578	1,743	147.91%	
5816 Payroll Fees	528	1,149	2,300	9,652	23.83%	
5817 Education Consultants	-	-	-	-	#DIV/0!	
5820 Computer Services	-	-	-	9,191	0.00%	
5830 Legal	4,500	-	3,500	45,796	7.64%	
5833 Fines and Penalties	-	-	-	-	#DIV/0!	
5836 Fingerprinting	150	1,150	1,150	-	#DIV/0!	
5840 Professional Development	-	-	300	44	681.82%	
5843 Student Field Trips	-	-	5,698	-	#DIV/0!	
5852 Contract Labor	23,167	-	120	150,851	0.08%	
5870 Special Education Encroachment	-	-	30	-	#DIV/0!	
5900 Communications	-	-	-	17,706	0.00%	
5910 Outreach & Communications	-	-	100	-	#DIV/0!	
5911 Recruitment Advertising	-	-	-	-	#DIV/0!	
5912 Enrollment Outreach	-	-	-	-	#DIV/0!	
5914 External Communications	-	-	-	-	#DIV/0!	
5920 Postage, Shipping, and Delivery	280	-	-	-	#DIV/0!	
5930 Printing & Copying	142	-	-	-	#DIV/0!	
5940 Telephone & Telecommunications	1,099	745	3,266	-	#DIV/0!	
5950 Fundraising	-	-	-	-	#DIV/0!	
5000 Other Services and Operations	97,106	95,690	297,713	1,132,835	26.28%	
6170 Land Improvements	-	-	-	-	#DIV/0!	
6200 Buildings and Improvements of Buildings	-	-	-	-	#DIV/0!	
6400 Equipment	-	-	-	-	#DIV/0!	
6900 Depreciation Expense	53	1,655	4,965	-	#DIV/0!	
6000 Capital Outlay	53	1,655	4,965	-	#DIV/0!	
7438 Debt Service - Interest	-	-	-	-	#DIV/0!	
7500 District Oversight Fee	-	-	-	40,949	0.00%	
7000 Other / Direct / Indirect	-	-	-	40,949	0.00%	
Total Expenditures	301,558	329,534	777,398	4,141,104	18.77%	

NET INCOME (LOSS)

Prior Sept 2015	Actual Sept 2016	Actual YTD Jul - Sep 2016	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
136,711	148,178	6,615	565,510	1.17%	

ATTENDANCE POLICY 6000.100

Attendance:

Regular daily attendance is important for academic success. It is crucial that you arrive at school on time and attend school on the days your program runs. Attendance in every class is vital to your academic success. Regular attendance is critical to a student's success in school. The student who is frequently absent misses direct instruction from his/her teachers and the opportunity to collaborate with peers on topics. Even though written work can be made up, the loss of the instruction and collaboration hinder the student's ability to fully achieve the expectations for learning. Any day or hour absent is a missed learning opportunity. Attendance is a key predictor of dropout students who create economic loss and jeopardize the future workforce since only 31% of dropouts keep a job for more than one year. In addition, the school loses funding for each absence, regardless of the reason; including illness or excused absences.

Because of Sycamore Academy Science and Cultural Arts' ("SASCA") commitment to providing high quality education, we are concerned when a student misses school for any reason. Students who are excessively absent from school are not able to accomplish their educational goals. SASCA is a charter school specifically designed with critical skills and fundamental dispositions embedded in the day to day instruction. Absent students are not able to fully access that component of our program. According to the California Compulsory Attendance Laws (Education Code 48200), parents and students are responsible for regular school attendance.

Truancies are not acceptable at SASCA. Truancy is defined as an absence or tardy of more than thirty minutes without a valid excuse. Valid excuses are outlined below. Repeated violation of the truancy policy will result in further disciplinary action up to and including involuntary withdrawal from the program. When families choose to attend SASCA, it is assumed that they are serious about their educational experiences and will avoid missing classes or activities.

Attendance Records

School officials will keep an accurate record of attendance, including accurate attendance records for each class. Such records will be maintained by the classroom teacher and Attendance Clerk or designee. Absences must be reported to the school office. Attendance records will be used to enforce the Compulsory Attendance Law. If truancy is suspected, the case must be investigated by school personnel and may be referred to local police and/or the local district attorney.

Absences:

- *Excused absences* are those that are recognized by the state as legal excused absences:
 - Student is personally ill, and his/her attendance in school would endanger his/her health or the health of others (Three (3) or more consecutive days of absence for illness will require a doctor's note);
 - Serious illness in the student's immediate family necessitates absence;
 - Death of family member necessitates absence;

- Special/recognized religious holiday observed by student's faith; and
 - Appearance in court
- *Unexcused absences* are those not defined above, including, but not limited to:
- Unverified absence;
 - Truancy;
 - Absence due to leaving campus without permission;
 - Absence due to taking an early vacation or extending a vacation;
 - A tardy of thirty minutes or more;
 - Absence due to taking an early vacation or extending a vacation;
 - Absence due to oversleeping;
 - Absence due to transportation problems;
 - Absence due to not knowing it was a school day; and
 - Family emergency without valid reason, as determined solely by SASCA
- *School Excused Absences*
- Field Trips
 - Academic Events
 - School Office Appointments
 - Suspension
 - Athletes participating in athletic event
- *Excessive Absences*
- Three (3) or more consecutive days of illness shall require a doctor's note upon return to school.
 - After three (3) unexcused absences or tardies of 30-minutes or more, or any combination thereof within a school year, the school will mail the parent the 1st Truancy Letter.
 - After five (5) unexcused absences or tardies of 30-minutes or more, or any combination thereof within a school year, the school will mail the 2nd Truancy Letter. The family will attend a meeting with the Director or Designee with the intent to create a plan for improving attendance.
 - After ten (10) days of unexcused absences and/or tardies the parents may be referred to the District Attorney.
 - Students who miss 5% or more of school for any reason, may be subject to retention.
 - Missing 10% of the total number of school days accumulated, whether excused or unexcused, is considered excessive and shall require a doctor's note to excuse subsequent absences.
 - After fifteen absences for any reason (excused or unexcused absences or any combination thereof), your child may be dropped from the school's roster and you would need to re-enroll. Admission will be based on availability at the time of re-enrollment.

Tardy is Truancy

A tardy occurs when the student is not in his/her assigned seat at his/her assigned grade level start time. Unexcused tardies are defined as arriving any time after a class/activity has begun without an

excuse from a parent/guardian or SASCA staff member. Repeated violation of the tardy policy will result in disciplinary action up to and including involuntary withdrawal.

Tardy of more than Thirty Minutes (“T-30”) is a ½ day Truancy

A T-30 tardy occurs when the student is not in his/her assigned seat within 30 minutes of his/her assigned grade level start time. T-30 tardies are considered ½ day truancy and will be counted against the student’s attendance. Unexcused tardies are defined as arriving any time after a class/activity has begun without an excuse from a parent/guardian or SASCA staff member.

- Excused tardies include only the following:
 - Medical, dental, optical or other health-related appointment (with note from the office where appointment was scheduled)
 - Circumstances discussed with the school ahead of time, and pre-approved by a school administrator
 - All late arrivals other than those described above will be considered unexcused

Regular attendance is essential to any school. A doctor’s release note must accompany the student when returning back to school from any doctor/dental/orthodontic appointment. A student who fails to attend school without a valid excuse is considered truant.

Parents/guardians should make every effort to schedule medical and dental appointments before or after school or during the time that school is not in session. Parents/Guardians should notify the school office at least 30 minutes prior to student’s start time if your child will be absent. The school will call to verify any absences not reported by you, all unanswered inquiries will be reported as unexcused. Any child who arrives after their designated start time must report to the SASCA office to check in and obtain a tardy slip.

Adopted : _____
Board Secretary Date



Ronald Reagan Charter School Alliance

Regular Board Meeting Minutes

23151 Palomar Street
Wildomar, CA 92595
Phone: (951) 678-5217

<u>Board Members</u>
Roland Skumawitz, President
Ingrid Flores
Elizabeth Halikis
Daniel Leavitt, Secretary/Treasurer
Matthew Roberson

September 12, 2016 @6:00 p.m.

1.0 CALL TO ORDER

The meeting was called to order by the Board Chair at 6:05 p.m.

2.0 OPEN GENERAL SESSION

Establishment of a Quorum

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> </u>	<u> X </u>

Other guests present:

John Arndt, Savantco

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Motion: Mrs. Halikis Second: Dr. Flores Vote: 3 - 0

5.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:

No comments.

6.0 INFORMATION SESSION:

6.1 Teacher’s Report

Report on classroom activities and events.

Presented by: Mrs. Lizardi and Mrs. Jacobsen, Sycamore Academy Teachers

6.2 Financial Report (Attachment 6.2)

Presentation of the status of Sycamore Academy finances.

Presented by: John Arndt, SavantCo Education

6.3 Special Education Report

Report on Sycamore Academy’s Special Education Program including current data, services and needs.

Presented by: Lisa Fortin and Jennifer Smith, Education Specialists and Tess Brown, Student Support Services Coordinator

6.4 Operations Report

Presentation on enrollment and attendance data. Operations status report.

Presented by: Laura Girard, Operations Coordinator

6.5 Director’s Report

Presentation regarding school administration, material revision and update on current legislation that may impact the school.

Presented by: Barbara Hale, Executive Director/Principal

6.6 School Report

Update on Sycamore’s education program, assessments, WASC and professional development.

Presented by: Jeff Morabito, Assistant Principal

6.7 Quarterly Report (Attachment 6.7)

Presentation of the report presented to our bond holders.

Presented by: Barbara Hale, Executive Director/Principal

6.8 SB 740

Presentation on SB 740. SB 740 is a grant opportunity for charter schools to receive reimbursement for facilities lease.

Presented by: Barbara Hale, Executive Director/Principal

7.0 ACTION ITEMS:

7.1 Attendance Policy (Attachment 7.1)

The board will review and consider the updated Attendance Policy.

Staff recommendation: The board approves the updated Attendance Policy. Staff recommends approval.

Presented by: Jeff Morabito, Assistant Principal

No vote taken.

7.2 Smokey Mountain Catering (Attachment 7.2)

The board will review and consider ratifying the agreement with Smokey Mountain Catering.

Staff recommendation: The board approves the ratification of the agreement with Smokey Mountain Catering. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Dr. Flores Vote: 3 – 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> </u>	<u> </u>
Mr. Matthew Roberson	<u> </u>	<u> </u>

7.3 EcoMotion Agreement (Attachment 7.3)

The board will review and consider ratifying the agreement with EcoMotion. This agreement will use Prop 39 funds to install solar at the school site to increase our energy efficiency.

Staff recommendation: The board approves the ratification of the agreement with EcoMotion to use our Prop 39 Energy Efficiency funding to put solar on our school. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Dr. Flores Vote: 3 – 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> </u>	<u> </u>
Mr. Matthew Roberson	<u> </u>	<u> </u>

8.0 CONSENT CALENDAR

Consent Calendar Items are considered routine and may be enacted by a single motion.

8.1 Approval of the Minutes: August 15, 2016 (Attachment 8.1)

8.2 Check Register for July 2016 (Attachment 8.2)

Motion: Dr. Flores Second: Mrs. Halikis Vote:3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> </u>	<u> X </u>

9.0 BOARD COMMENTS:

No comments.

10.0 ADJOURNMENT

Motion: Mrs. Halikis Second: Dr. Flores Vote: 3 – 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> </u>	<u> X </u>

The meeting was adjourned at 7:07 p.m.

Sycamore Academy
Check Listing

For Checks Dated 08/01/2016 through 08/31/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
08/01/2016	4598	R28	000083	SavantCo Education		\$10,000.00
	62-0000-0-0000-0000-5813-00			Business Services	August 2016 Monthly Contract Fee	10,000.00
08/01/2016	4599	R30	000191	NAESP		\$235.00
	62-0000-0-0000-0000-5300-00			Dues and Memberships	Membership Fee	235.00
08/01/2016	4600	R29	000001	Kaiser Foundation Health Plan		\$10,382.10
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Medical Insurance - September 2016	10,382.10
08/01/2016	4601	R31	000089	Accrediting Commission For Schools		\$660.00
	62-0000-0-0000-0000-5300-00			Dues and Memberships	Annual installment of Accerd Cots 2016-2017	660.00
08/01/2016	4602	R32	000192	Hemet Unified School District		\$5,697.50
	62-0000-0-0000-0000-5843-00			Student Field Trips	Field Trips & Misc Contract - Reimb	5,697.50
08/01/2016	4603	R33	000193	The Hanover Insurance Group		\$7,321.00
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Management Liability - 07-01-16 - 07-01-17	7,321.00
08/01/2016	4604	R34	000013	Xerox Corporation		\$735.00
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Printer Lease - June 2016	735.00
08/01/2016	4605	R35	000181	Frontier		\$210.94
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	July 2016 - Phone Bill	210.94
08/04/2016	4606	R36	000105	Bolton & Company		\$3,405.00
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Student Accident Insurance- Inv#52862 & 52863	3,405.00
08/04/2016	4607	R37	000097	Laura Girard		\$62.90
	62-0000-0-0000-0000-5210-00			Travel	Milage - Reimbursement	62.90
08/04/2016	4608	R38	000033	Aflac		\$807.40
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Health Insurance - Aug 2016	807.40
08/04/2016	4609	R39	000131	Riverside County Treasurer		\$123.11
	62-0000-0-0000-0000-5630-00			Real Estate Taxes	Tax Bill	123.11
08/09/2016	4610	R40	000059	Vicenti Lloyd Stutzman LLP		\$3,500.00
	62-0000-0-0000-0000-5810-00			Accounting	Audit Services yr ended for June 30,2016	3,500.00
08/18/2016	4611	R41	000056	Julie Miranda		\$146.36
	62-0000-0-0000-0000-4700-00			Food	Leadership Team dinner- Reimbursement	146.36

Sycamore Academy
Check Listing

For Checks Dated 08/01/2016 through 08/31/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
08/18/2016	4612	R42	000121	Contessa Brown		\$1,770.79
				62-0000-0-0000-0000-5210-00	Travel	1,114.75
				62-0000-0-0000-0000-4700-00	Food	656.04
08/18/2016	4614	R44	000194	Jeff Morabito		\$266.05
				62-0000-0-0000-0000-4300-00	Materials and Supplies	266.05
					Safety Vest - Reimbursement	
08/18/2016	4615	R45	000095	RIVERSIDE COUNTY OFFICE OF EDUCATION		\$480.00
				62-0000-0-0000-0000-5310-00	Licenses and Fees	480.00
					Support Services - July 1, 2015- June30,2016	
08/18/2016	4616	R46	000185	Stephanie Lucas		\$42.09
				62-0000-0-0000-0000-4300-00	Materials and Supplies	42.09
					Batteries - Reimbursement	
08/18/2016	4617	R43	000097	Laura Girard		\$253.17
				62-0000-0-0000-0000-4300-00	Materials and Supplies	241.59
				62-0000-0-0000-0000-4700-00	Food	11.58
08/19/2016	4618	R47	000195	Mathews Termite and Pest Service		\$425.00
				62-0000-0-0000-0000-5500-00	Operations and Housekeeping Services	425.00
					Termite & Pest Services	
08/19/2016	4619	R48	000196	Hamel Contracting, Inc.		\$4,000.00
				62-0000-0-0000-0000-5310-00	Licenses and Fees	4,000.00
					Provide design/Meet with City of Wildmor	
08/19/2016	4620	R49	000013	Xerox Corporation		\$454.05
				62-0000-0-0000-0000-9500-00	Accounts Payable (Current Liabilities)	454.05
					Copier - 06-21-16 -07-21-16	
08/19/2016	4621	R50	000129	CR&R Incorporated		\$330.64
				62-0000-0-0000-0000-5500-00	Operations and Housekeeping Services	330.64
					Service Period - 08-01-16 - 08-31-16	
08/19/2016	4622	R51	000197	NCTM		\$93.00
				62-0000-0-0000-0000-5300-00	Dues and Memberships	93.00
					Full Individual Membership Fee	
08/25/2016	4624	R53	000097	Laura Girard		\$29.14
				62-0000-0-0000-0000-4300-00	Materials and Supplies	29.14
					Trash Bags - Reimbursement	
08/25/2016	4625	R54	000134	Stephanie Solorio		\$16.38
				62-0000-0-0000-0000-5210-00	Travel	16.38
					Milage - Reimbursemet	
08/25/2016	4626	R55	000020	Guardian		\$1,409.26
				62-0000-0-0000-0000-9330-00	Prepaid Expenditures (Expenses)	1,409.26
					Health Insurance - 09-01-16 - 09-31-16	

Sycamore Academy

Check Listing

For Checks Dated 08/01/2016 through 08/31/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
08/25/2016	4627	R56	000093	GREAT AMERICAN INSURANCE CO.		\$273.83
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	September 2016 - Employee Insurance	273.83
08/25/2016	4628	R57	000186	Great American Insurance Co.		\$1,377.25
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	September 2016 - Employee Insurance	1,377.25
08/26/2016	4629	R58	000006	Staples Advantage		\$905.06
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	905.06
08/26/2016	4630	R59	000188	Midland National Life Insurance Company		\$600.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Nona Jones Policy#8500592405, SS#0183	600.00
08/26/2016	4631	R60	000189	Miland National Life Insurance Company		\$1,090.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Barbara Hale Policy#8500592563, SS#5156	1,090.00
08/30/2016	4623	R52	000072	U.S. Bank National Association		\$60,856.08
	62-0000-0-0000-0000-9200-00			Accounts Receivable	September 2016 Bond Payment	60,856.08
08/30/2016	4634	R61	000181	Frontier		\$210.94
	62-0000-0-0000-0000-5620-00			Utilities	Telephone - 08-16-16 - 09-15-16	210.94
08/30/2016	4635	R62	000074	Berkshire Hathaway Homestate Companies		\$3,806.02
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Workers Comp. - August 2016	3,806.02
08/30/2016	4636	R63	000199	Terri Marek		\$360.00
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Education Consutling	360.00
08/30/2016	4637	R64	000102	Jessica Waters		\$120.00
	62-0000-0-0000-0000-5852-00			Contract Labor	Office Admin	120.00
08/31/2016	4638	R66	000161	Southwest Business Products		\$43.20
	62-0000-0-0000-0000-5641-00			Repairs & Maintenance - Equipment	Mandrels for the Laminator - Repair	43.20
08/31/2016	4639	R65	000144	San Diego County Office of Education		\$300.00
	62-0000-0-0000-0000-5840-00			Professional Development	Student Registration	300.00
39 Checks						\$122,798.26

Sycamore Academy
Check Listing

For Checks Dated 09/01/2016 through 09/30/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
09/01/2016	4640	R67	000083	SavantCo Education		\$10,000.00
	62-0000-0-0000-0000-5813-00			Business Services	September 2016 Monthly Contract Fee	10,000.00
09/01/2016	4641	R68	000175	Southern California Edison		\$5,462.29
	62-0000-0-0000-0000-5620-00			Utilities	Period - 07-19-16 - 08-17-16	5,462.29
09/01/2016	4642	R69	000161	Southwest Business Products		\$54.00
	62-0000-0-0000-0000-4301-00			Office Supplies	Supplies	54.00
09/01/2016	4643	R70	000061	U.S. Healthworks Medical Group, PC		\$200.00
	62-0000-0-0000-0000-5836-00			Fingerprinting	Drug testing	200.00
09/02/2016	4644	R71	000006	Staples Advantage		\$529.27
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	529.27
09/02/2016	4645	R72	000201	Peaceful Playgrounds		\$472.96
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	472.96
09/02/2016	4646	R73	000161	Southwest Business Products		\$216.00
	62-0000-0-0000-0000-4301-00			Office Supplies	Supplies	216.00
09/02/2016	4647	R74	000033	Aflac		\$807.40
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - Spetember 2016	807.40
09/02/2016	4648	R75	000042	EdTec Inc.		\$238.75
	62-0000-0-0000-0000-5813-00			Business Services	June 2015 Services	143.75
	62-0000-0-0000-0000-5813-00			Business Services	Dec 2015 Services	57.50
	62-0000-0-0000-0000-5813-00			Business Services	May 2016 Services	37.50
09/02/2016	4650	R77	000202	Samantha Etchandy		\$31.88
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	31.88
09/07/2016	4651	R78	000128	Sycamore Academy		\$4,000.00
	62-0000-0-0000-0000-9122-00			BofA Petty Cash	Replenish BoA Petty Cash	4,000.00
09/07/2016	4652	R79	000203	ACME ScreenPrinting		\$924.48
	62-0000-0-0000-0000-4310-00			Uniforms	PE Clothes	924.48
09/07/2016	4653	R80	000204	Stephanie Lucas		\$26.34
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Binders / Supplies -Reimbursement	26.34

Sycamore Academy
Check Listing

For Checks Dated 09/01/2016 through 09/30/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
09/07/2016	4655	R82	000205	Nichole Amies		\$52.52
	62-0000-0-0000-0000-4700-00			Food	Food/Supplies - Reimbursement	37.69
	62-0000-0-0000-0000-4300-00			Materials and Supplies		14.83
09/07/2016	4656	R83	000107	CalSTRS		\$26,057.09
	62-0000-0-0000-0000-9505-00			STRS Payable	CalSTRS - August 2016	26,057.09
09/08/2016	4657	R84	000061	U.S. Healthworks Medical Group, PC		\$350.00
	62-0000-0-0000-0000-5836-00			Fingerprinting	Drug Testing	350.00
09/08/2016	4658	R85	000206	Scholastic		\$1,261.32
	62-0000-0-0000-0000-4000-00			Books and Supplies	Books/Supplies	1,261.32
09/08/2016	4659	R86	000003	Southwest School and Office Supply		\$884.59
	62-0000-0-0000-0000-4302-00			Classroom Supplies	Supplies - CM#108063 Applied	511.30
	62-1100-0-0000-0000-4302-00			Classroom Supplies	Supplies - CM#108064 Applied	373.29
09/08/2016	4660	R87	000006	Staples Advantage		\$5,685.99
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Credit of \$421.31 applied	5,685.99
09/12/2016	4661	R88	000003	Southwest School and Office Supply		\$1,331.42
	62-0000-0-0000-0000-4302-00			Classroom Supplies	Supplies	874.80
	62-0000-0-0000-0000-4302-00			Classroom Supplies	Supplies	408.24
	62-0000-0-0000-0000-4302-00			Classroom Supplies	Supplies	21.90
	62-0000-0-0000-0000-4302-00			Classroom Supplies	Supplies	26.48
09/14/2016	4662	R91	000207	Cesi Lewis		\$35.32
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	35.32
09/14/2016	4663	R92	000152	Daniel Hale II		\$736.00
	62-0000-0-0000-0000-5210-00			Travel	Mileage - Reimbursement	736.00
09/14/2016	4664	R90	000011	Lake Elsinore Unified School District		\$10,299.00
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Oversight Fee - July, Aug, Sep 2016	6,866.00
	62-0000-0-0000-0000-5110-00			District Oversight Fee		3,433.00
09/15/2016	4665	R93	000061	U.S. Healthworks Medical Group, PC		\$550.00
	62-0000-0-0000-0000-5836-00			Fingerprinting	Drug Testing	550.00
09/15/2016	4666	R94	000001	Kaiser Foundation Health Plan		\$17,455.76
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Medical Insurance - October 2016	17,455.76

Sycamore Academy
Check Listing

For Checks Dated 09/01/2016 through 09/30/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
09/16/2016	4667	R89	000007	AT&T Mobility		\$534.38
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Phone Service - 08-01-16 - 08-31-16	534.38
09/19/2016	4668	R95	000016	Laura Girard		\$160.98
	62-0000-0-0000-0000-4700-00			Food	Food / Supplies - Reimbursement	73.59
	62-0000-0-0000-0000-4300-00			Materials and Supplies		87.39
09/19/2016	4669	R96	000124	Mireya Gresham		\$45.71
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	45.71
09/19/2016	4670	R97	000208	Cesi Lewis		\$11.67
	62-0000-0-0000-0000-5210-00			Travel	Mileage - Reimbursement	11.67
09/20/2016	4671	R98	000130	Charter Schools Development Center		\$435.00
	62-0000-0-0000-0000-5301-00			Dues and Memberships - Professionals	Regitstration - Conference 2016	435.00
09/20/2016	4672	R99	000129	CR&R Incorporated		\$330.64
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Service Period - 09-01-16 - 09-30-16	330.64
09/20/2016	4673	R101	000042	EdTec Inc.		\$37.50
	62-0000-0-0000-0000-5813-00			Business Services	Aug 2016 Services	37.50
09/20/2016	4674	R100	000012	Hansberger & Klein, PLC		\$3,500.00
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Legal Services - Aug 2016	3,500.00
09/21/2016	4675	R102	000072	U.S. Bank National Association		\$60,856.08
	62-0000-0-0000-0000-9200-00			Accounts Receivable	October 2016 Bond Payment	60,856.08
09/21/2016	4676	R103	000161	Southwest Business Products		\$324.00
	62-0000-0-0000-0000-4301-00			Office Supplies	Supplies	324.00
09/21/2016	4677	R104	000013	Xerox Corporation		\$878.93
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Copier - 07-21-16 - 08-21-16	878.93
09/21/2016	4678	R105	000147	Computer Alert Systems, Inc.		\$375.00
	62-0000-0-0000-0000-5640-00			Repairs & Maintenance - Buildings	Fire Alarm Monitoring	375.00
09/22/2016	4679	R106	000061	U.S. Healthworks Medical Group, PC		\$50.00
	62-0000-0-0000-0000-5836-00			Fingerprinting	Drug Testing	50.00
09/22/2016	4680	R107	000186	Great American Insurance Co.		\$1,377.25
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	October 2016 - Employee Insurance	1,377.25

Sycamore Academy
Check Listing

For Checks Dated 09/01/2016 through 09/30/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
09/23/2016	4681	R108	000006	Staples Advantage		\$435.42
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	435.42
09/26/2016	4682	R109	000175	Southern California Edison		\$4,128.58
	62-0000-0-0000-0000-5620-00			Utilities	Period - 08-17-16 - 09-16-26	4,128.58
09/26/2016	4683	R110	000209	CalSTRS		\$91.50
	62-0000-0-0000-0000-9505-00			STRS Payable	CalSTRS - Balance due	91.50
09/27/2016	4684	R111	000195	Mathews Termite and Pest Service		\$250.00
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Pest Control Services	250.00
09/27/2016	4685	R112	000188	Midland National Life Insurance Company		\$800.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	403(b)-Nona Jones - Pol#8500592405, SS#0183	800.00
09/27/2016	4686	R113	000210	Midland National Life Insurance		\$1,090.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	403(b) Barbara Hale Pol #8500592563 SS#5156	1,090.00
09/27/2016	4687	R115	000212	Midland National Life Insurance Company		\$100.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	403(b)Contessa BrownPol#8500605693 SS#2422	100.00
09/27/2016	4688	R116	000213	Midland National Life Insurance Company		\$100.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	403(b) Laura Girard Pol #8500605690 SS#3712	100.00
09/27/2016	4689	R114	000211	Midland National Life Insurance Company		\$500.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	403(b)Katherine Olson Pol 8500605689 SS#7004	500.00
09/28/2016	4690	R117	000065	Mary Bedley		\$19.99
	62-0000-0-0000-0000-4000-00			Books and Supplies	Music book - Reimbursement	19.99
09/28/2016	4691	R118	000016	Laura Girard		\$40.22
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies/ Keys - Reimbursement	40.22
09/28/2016	4692	R120	000006	Staples Advantage		\$101.10
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	101.10
09/28/2016	4693	R119	000169	Oxford Consulting Services, Inc		\$1,292.00
	62-6500-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Indirect/Direct Services Aug 2016	1,292.00
09/28/2016	4694	R122	000093	GREAT AMERICAN INSURANCE CO.		\$273.83
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	October 2016 - Employee Insurance	273.83

Sycamore Academy
Check Listing

For Checks Dated 09/01/2016 through 09/30/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
09/28/2016	4695	R121	000020	Guardian		\$1,350.37
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - October 2016	1,350.37
09/30/2016	4696	R123	000006	Staples Advantage		\$834.74
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	834.74
09/30/2016	4697	R124	000071	CalPERS		\$3,285.83
	62-0000-0-0000-0000-9504-00			PERS Payable	CalPers - August 2016	3,285.83
09/30/2016	4698	R125	000204	Stephanie Lucas		\$30.55
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies /Remaining balance of Reimbursement	30.55
09/30/2016	4699	R127	000128	Sycamore Academy		\$4,500.00
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Petty Cash	4,500.00
09/30/2016	4700	R128	000011	Lake Elsinore Unified School District		\$125.00
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Use of Facilities - 10-06-16 - 10-18-16	125.00
09/30/2016	4701	R129	000203	ACME ScreenPrinting		\$371.52
	62-0000-0-0000-0000-4310-00			Uniforms	PE Uniforms	371.52
09/30/2016	4702	R126	000214	Melissa Martinez		\$26.46
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	26.46
09/30/2016	4703	R130	000181	Frontier		\$210.94
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Telephone - 09-16-16 - 10-15-16	210.94
62 Checks						\$176,537.57